

NEW SUMMONS PROCEDURE

Starting next Monday, April 12, 2004, we will be using a new procedure for issuing a summons in an adversary proceeding.

The summons will be prepared, signed and sealed electronically by the clerk's office and docketed in the adversary case. *It will no longer be mailed by the court to electronic filers* which means you will get it the day after the adversary has been filed.

When you receive the email telling you that the summons has been docketed, print it, complete it and serve it. Process the summons service executed as usual.

If you have any questions, feel free to call anyone in the clerk's office.